

The meeting of the Finance Committee of the Library Board of Control was called to order on Thursday, June 13, 2013 at 5 P. M. with the following:

PRESENT: Harvey Clement
Shane Hebert
Selma Malcombe
Judy Bazare

ABSENT:

Also present were Laura Sanders, Library Director, Regina Lauand Assistant Director and Sherry Lucas, Finance Manager for the Library.

The Pledge of Allegiance was said in unison.

A motion to adopt the agenda was made by Ms. Bazare, seconded by Mr. Hebert and motion carried.

Business:

Item #1 Discussion and approval of changes to the proposed 2013 amended budget:

Ms. Lucas proposed that we previously had no changes to the salary portion of the budget; however, after it became very apparent we were short-staffed at two main branches, we hired 3 additional full-time persons and are actively seeking a 4th full-time person, so the budget was adjusted to reflect these new hires. Also, the 2013 Ford Explorer that was purchased last year was totaled on June 12, 2013 so we will be replacing that vehicle. According to the parish, we can still use our three recent quotes to replace with another 2013 Ford Explorer.

A motion was made by Mr. Clement, seconded by Mr. Hebert to approve the changes to the proposed 2013 amended budget as presented with the changes. The motion passed unanimously.

Item #2 Discussion and approval of changes to the proposed 2014 budget:

Ms. Lucas reported that since we have a new director, we felt it was appropriate to get her input on the 2014 proposed budget. Ms. Sanders and Ms. Fossum met to discuss the original budget I had proposed and came to the conclusion that I had been a bit too conservative in comparison to the director we intend to go with increasing programming and technology. Because we have increased the 2013 staff, we need to reflect those additional costs into 2014. A motion was made by Mr. Hebert, seconded by Mr. Clement to approve the changes on the proposed 2014 budget. The motion passed unanimously.

Item #3 Discussion and approval of updating the library pay scale annually to reflect COLA updates:

Ms. Lucas stated when the Director Search Committee was determining a new director salary the committee chairperson contacted me to inquire about our pay scale. Upon discussion and further research it was found that the scale had never been updated to reflect the board approved COLA's that has occurred since the scale's adoption in late 2008. We propose to make this correction to the scale in conjunction with the proposed September 1st COLA/merit increases and to update the scale with every approved COLA. A motion was made by Ms. Bazare, seconded by Mr. Hebert to approve updating the library pay scale annually to reflect the COLA updates. The motion passed unanimously.

With no further business to discuss, a motion for adjournment was made by Mr. Hebert, seconded by Mr. Clement and motion carried. The Finance Committee was adjourned at approximately 6:00 P. M.